

VRIS UPDATE

FICA Contribution for OJEs and OJTs Wages Effective 4/23/07 Number 68

SUMMARY OF UPDATES

The On the Job Evaluation and On the Job Training Program Manual Chapters have been updated to provide guidance on how to calculate the FICA contribution. The FICA contribution is mandatory for OJEs and State OJTs. In Private OJTs, FICA contribution may or may not be a part of the negotiated training fee.

The Update also clarifies that the \$3,000 limit on OJTs does include the FICA contribution.

VRIS POSTING

The On the Job Evaluation Chapter has been posted to VRIS: Program Manual: Assessment Services: On the Job Evaluation.

The On the Job Training Chapter has been posted to VRIS: Program Manual: Community Services: On the Job Training.

MONITORING REQUIREMENTS

Office Directors and Area Administrators should be sure to discuss the policy related to the FICA contribution in a team meeting and to monitor cases to ensure the policy is being carried out. Staff member who carry the accounting clerk responsibility for the team also have an important role in monitoring for compliance.

LEADERSHIP CONTACT

Pat Bracken, Program Director, (402) 471-6320, pat.bracken@vr.ne.gov